

East Providence Housing Authority

REGULAR MEETING

October 20, 2009

The Regular Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at City View Manor. The meeting was called to order at 5:00PM by Chairman Richard Smith.

The Pledge of Allegiance was lead by Executive Director Paul Tavares and recited by those in attendance.

ROLL CALL:

Present: Chairman, Richard Smith, Vice Chairperson, Marianne Barao, Commissioners Anthony Palumbo, Dorothy Tillou, Lynn Vargas and Director Paul Tavares. Commissioners Antero Braga and John Faria were excused.

APPROVAL OF MINUTES:

Regular Meeting – September 15, 2009, Motion by Commissioner Barao to accept the minutes as presented, Second by Commissioner Palumbo. All Commissioners voted aye.

PRESENTATIONS:

The East Providence Housing Authority Audited Financial Statements for the year ended 9/30/08 prepared by Ronald Carmark, CPA. A motion was made by Commissioner Palumbo and seconded by Commissioner Vargas to accept the audited statements as presented. Motion carried.

9/30/09 – Twelve (12) Month Financial Report, Motion by Commissioner Vargas, Seconded by Commissioner Tillou to accept as presented, motion carried.

DIRECTOR'S REPORT:

- Director Tavares updated the commissioners as to the progress of the elevator restoration project. It continues to go smoothly and is ahead of schedule. We are still waiting to hear from the State of RI as to our appeal for required work as mentioned at last months meeting.
- The Director then reported that he, Tony Cunha and Jim Castellucci had met to review the scope of work desired to refurbish the corridors at Harbor View Manor. Mr. Castellucci is to draw up the specifications to go out to bid. This project is to be paid mostly with the 2010 Capital Fund at approximately \$225,000.00.
- The Director then presented an aggressive plan to commence cycle painting of the apartments. J. Castellucci has been instructed to draw bid specifications for this endeavor. We have identified 151 units in need of painting to comply with our plan to paint units every seven years. Funding would come from the unused cycle painting funds in the 2008-2009 budget as well as the 2009-2010 budget.

A motion was made by Commissioner Barao and seconded by Commissioner Palumbo to accept the Executive Directors report as presented. Motion was approved unanimously.

PUBLIC HOUSING VACANCY REPORT

Lori Pontus was excused due to illness so Director Tavares reported that there are 10 vacant units. Commissioner Tillou moved and Commission Palumbo seconded a motion to accept the Vacancy Report as presented. Motion carried.

SECTION 8 OCCUPANCY REPORT

Terry Correia reported that one new voucher was issued in September. She then commented on the status of other pending program activity. A motion by Marianne Barao with second by Lynn Vargas was made to accept the Section 8 Report as presented. Said motion was approved unanimously.

FSS Program Update

Terry Correia presented a written and oral report as to the activity of the FSS (Family Self Sufficiency Program.) EPHA received a grant to fund this program which has one part time contract employee, Tracy Smith. Since May, 2009 through September, 2009 the program has grown from 4 to 11 participants and we are very optimistic about its future growth and progress. Commissioner Tillou moved and Commission Barao seconded a motion to accept the FSS Program Activity Report as presented. Motion carried.

PAID BILL REPORT

After several questions by Commissioner Vargas, Commissioner Palumbo moved and Commissioner Vargas seconded a motion to approve the September, 2009 (\$288,593.30) Paid Bill Report. All Commissioners voted in favor.

UNFINISHED BUSINESS:

None

REQUISITIONS:

None

RESOLUTIONS:

#462

Commissioner Barao Moved that Resolution #462 be adopted as introduced and read. Commissioner Palumbo seconded the motion and all commissioners voted in favor. The resolution is attached to these minutes.

NEW BUSINESS

None

ADJOURNMENT

Commissioner Vargas moved and Commissioner Barao seconded a motion to adjourn the meeting at 5:30PM. Said motion was approved.

Respectfully submitted,

Paul J. Tavares
Executive Director/Secretary

Transcribed by pjtares